



## **WESTERN COVENTRY FIRE DISTRICT**

1110 Victory Highway Greene, Rhode Island 02827, Phone (401) 397-7520, Fax (401) 397-1084,  
[www.wcfd.net](http://www.wcfd.net)

**Board of Directors Meeting**  
**Thursday May 21, 2015, 7 P.M.**  
**meeting took place at the above address**

### **MINUTES**

#### **Members Present:**

<i>Chairman Humble</i>	<i>WCS Mays III</i>
<i>Richard Holt</i>	<i>Glen Underwood</i>
<i>Robert Hevey</i>	<i>Cheryl Wilcox</i>
<i>Jonathan Farnum</i>	<i>Joan Smith</i>
<i>Steve Bousquet</i>	

Excused:

*Chief Quattrini*

1. ***Call to Order and Attendance*** – The Chairman called the meeting to order at 7:00 p.m.
2. ***Emergency evacuation procedure announcement*** – The Chairman reviewed the emergency evacuation procedures.
3. ***Confirmation of required meeting posting and quorum*** – The Chairman confirmed there is a quorum present and the meeting was posted in all required locations.
4. ***Acceptance of meeting minutes of 16 & 28 April, 2015 BOD meeting*** – a motion is made by Mr. Holt and seconded by Mr. Farnum to accept the minutes of the April 16, 2015 meeting as presented. Mr. Humble, aye; Mr. Holt, aye; Mr. Farnum, aye; Mr. Bousquet, aye; Mr. Hevey, abstain.

The minutes of the April 28, 2015 meeting are tabled for revisions, to more accurately depict the flow of the meeting, until the next meeting.

5. ***Chief's Report to include:***
  - a. ***Department's operational activity and management for the month of April, 2015*** – There were 10 fires, 27 rescues, and 5 trainings in April. There were 8 mutual aid out, 5 to CCFD, 2 to West Greenwich, and 1 to Foster. There were 5 mutual aid in.

On April 10, 2015 the Chief attended a Public Assistance Briefing at AMEC Insurance regarding the January 2015 Blizzard. This was the first meeting with state EMA personnel to review FEMA work sheets for reimbursement for the Blizzard that occurred January 26-28, 2015.

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#### Board of Directors

*John Humble – Chairperson, Robert Hevey, Richard Holt, Stephen Bousquet, Jonathan Farnum*

#### District Officers

*WCS Mays III – Moderator, Joan Smith – Tax Collector, Glenn Underwood – Treasurer, Cheryl Wilcox – Clerk*

*Chief Steven Quattrini*

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On May 5, the Chief attended a FEMA kickoff meeting at the Town's EMA Office. This meeting was to review what categories that could be submitted for reimbursement. (Salaries, Snow Removal and Food)

On April 28, 2015 Ray Plante & Sons pumped out the septic tank at the Summit Station.

The remains of the shed at Station 1 will be removed at the end of this month; run activity and the fire danger have delayed this project.

The State Fire Academy program has started at the Summit Station. Classes will be held on Mondays and Thursdays.

- b. Apparatus usage report* – Tanker – 18 is schedule to be sent out for pump work and have its exhaust pipe relocated to underneath the truck.
- c. Report on Station One roof repair/re-shingling project* – The roof project at Station – 1 has been completed, under budget. (**\$5,950**)
- d. Report on arrival of the extrication tool* – the tool is at the station. Used hoses and couplings have been provided. The seller has agreed to provide new hoses and couplings with a warranty. They will also provide training.
- e. Rescue Recovery income and expense forecast* –
- f. Wind Energy Dev. activity update and status of training and equipment supply agreement* – Depasquale called the Chairman and is willing to speak with the BOD.
- g. Certification of dry hydrant ponds* – Mr. Mays says that he understands that they have delivered the analysis from North East. The Chief will review when he returns. Mr. Humble asks why we don't add more hydrants such as the beaver pond. Mr. Mays says if property owners install them (and we maintain them), they will get a break on their insurance.

A motion is made by Mr. Hevey and seconded by Mr. Holt to accept the Chiefs report as presented by the Deputy Chief.

Once again this month the long response times are during off hours when the station is not manned.

Engine 9 was stuck in a field during a brush fire and was towed.

Mr. Holt questions a \$70 bill to repair the chainsaw. DC Guastini says there was a problem with the chain brake.

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Mr. Humble asks that the dates on the maintenance report be updated. Mr. Holt would like last year, year to date and this year, year to date be on the report.

All voted aye. Motion carried.

6. ***Review bids and possibly accept one bid for a heart monitor per 6 April, 2015 Annual Meeting, Resolution #2*** – DC Guastini’s recommendation is to purchase the monitor from Phisio Control when considering customer service. Mr. Mays would like to see the lowest bidder be chosen. The Deputy Chief will ask ReMed if they will provide the same services as Phisio. She will also ask other departments if they have done business with ReMed.
7. ***Treasurer’s Report to include the District’s financial accounting activity for the month of April, 2015*** – truck and building maintenance accounts spending are a little over last year at this time. The audit is about 75% complete with no issues. Mr. Humble would like to know if the same percentage of the budget is being spent as last year. A motion is made by Mr. Holt and seconded by Mr. Farnum to accept the Treasurers report. All voted aye. Motion carried.
8. ***Tax Collector’s Report to include tax collection activity for the month of April, 2015*** – opening balance, 153,398.65; payments, 44,170.73; abatements 93.10; penalties paid, 1,815.35; and uncollected balance 109,134.82. A motion is made by Mr. Farnum and seconded by Mr. Hevey to accept the Tax Collectors report. All voted aye. Motion carried.
9. ***Clerk’s Report***
  - a. ***Secretary of State web site posting of minutes of this meeting:***
    - i. ***approved minutes on or before 25 June, 2015 -***
    - b. ***Discuss creation and maintenance of critical date calendar*** – the Treasurers critical dates will be added and the calendar will be periodically send to BOD members.
    - c. ***Discuss attention to OMA/APRA matters*** – a motion is made by Mr. Farnum and seconded by Mr. Holt to put on the agenda next month to ratify payment of the \$1,000 fine to the Attorney General’s office. Mr. Harsch will notify the Attorney General that we accept the settlement but we have to approve it by vote at the next meeting. All voted aye. Motion carried.
10. ***SAP Committee Report -***
  - a. ***Set date for next meeting.*** – June 11, 2015.
  - b. ***Note any recommendations made at this meeting for SAP revisions or additions.*** -
11. ***Discuss and formally respond if deemed necessary to Representatives regarding possible recent legislation impacting WCFD*** – n/a
12. ***New Business*** – n/a
13. ***Open Forum*** – Mr. Mays had a resident concerned with mutual aid. Central responded and billed the resident \$500. Kelly spoke to Central who said that it would be written

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off. The CCFD secretary now states that the State will not write it off and we were not notified that Central is billing for refusals.

Mr. Mays reminds the BOD of a discussion last year with the Town and tax revenue from the turbines. The state is trying to encourage manufacturing and therefore doesn't tax this machinery.

- 14. *Schedule next BOD meeting*** – the next meeting will be held on June 18, 2015.
- 15. *Adjournment*** – a motion is made by Mr. Holt and seconded by Mr. Hevey to adjourn the meeting at 9:12 p.m. All voted aye. Motion carried.

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